



PERFORMANCE APPRAISAL SYSTEMS

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TAPES



Requires written performance objectives.

Enhances communication between ratee and rater.

Assesses employee accomplishments throughout the rating period, resulting in an annual written performance evaluation.

Performance management linkage - rating impacts within-grade increases/quality step increases/performance awards/merit promotion.



ACQUISITION DEMONSTRATION PROJECT CONTRIBUTION-BASED COMPENSATION AND APPRAISAL SYSTEM (CCAS)

- Equitable and flexible method of appraising and compensating acquisition workforce.**
- Measures contribution to the mission of the organization.**
- Allows salary increases based on level of contribution to the organization**



CONTRIBUTION-BASED COMPENSATION AND APPRAISAL SYSTEM (CCAS) CONTINUATION



- **Requires written contribution objectives.**
- **Enhances communication between ratee and rater.**
- **Used to assess employee contributions throughout the rating period, resulting in an annual written contribution evaluation.**
- **Results in base pay increase and/or bonus.**



SCIENCE AND TECHNOLOGY (S&T) DEMONSTRATION PROJECT



- **Requires written performance objectives.**
- **Enhances communication between ratee and rater.**
- **Used to assess employee performance throughout the rating period, resulting in an annual written performance evaluation.**
- **Results in base pay increase and/or bonus.**



HOW PERFORMANCE EVALUATIONS ARE USED IN THE PM BOARD SELECTION PROCESS

- **Last six performance evaluations are reviewed by the board.**
- **Rater and senior rater comments are the focus.**
- **Overall performance evaluation “rating” is not sole factor.**
- **Reviewed for measurable contributions/outputs, not how well an employee is contributing or performing.**



HOW PERFORMANCE EVALUATIONS ARE USED IN THE PM BOARD SELECTION PROCESS CONTINUATION



Avoid:

- ✓ **Duplicative rater and senior rater comments year after year; these comments do not enhance an employee's rating and they do not help the panel make distinctions.**
- ✓ **Adjectives describing performance/contributions don't enhance the evaluation.**
- ✓ **Lengthy comments/evaluations are not giving the board what they need and slow down the review process; more is not necessarily better.**



HOW PERFORMANCE EVALUATIONS ARE USED IN THE PM BOARD SELECTION PROCESS CONTINUATION



Include:

- **Comments that are personally written by the rater and senior rater which are straightforward and concise.**
- **Specific comments for each rating period.**
- **Address potential and future possibilities for the employee.**



HOW PERFORMANCE EVALUATIONS ARE USED IN THE PM BOARD SELECTION PROCESS CONTINUATION



Include:

- **Personal comments regarding an employee's managerial and leadership qualities.**
- **Address employees as if multi-functional, not stovepiped.**
- **Terms that warfighter's understand; don't use CECOMeeze .**